

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
February 25, 2019

The regular monthly meeting of the Hulmeville Municipal Water Authority meeting was held on the above date at the Borough Hall, 321 Main Street.

Authority Member's Present

Kurt Ludwig, President
Bert Wolfe
Mike Wasson
Patricia Taggart

Staff in Attendance

Mike Whittaker, Licensed Water Operator
Dorothy Omietanski, Borough Secretary

Authority Members Absent: Joe Nocito

Staff Absent: Sheri Wheeler, Water Reader Meter and Pat Slater, Water and Sewer Clerk

Guests in Attendance: Mayor Mahon and Nick Toth

Call to Order: Mr. Ludwig called the meeting to order at 7:00 pm; all those present joined in the Pledge of Allegiance.

Public Comment: none

Minutes:

Motion made by Mr. Wasson seconded by Mr. Wolfe to approve the minutes of January 28, 2019; Motion passed with all in favor 4-0-0.

Note: Tom Wheeler, Sheri Wheeler and Pat Slater arrived 7:10pm

Bills: Mr. Ludwig presented two bills to be paid: Carroll Engineering for \$489.05 and Munibilling monthly fee \$139.05. Mr. Ludwig also received two checks from Selective for \$402.32 and \$479.47 which he will forward to Ms. McKairnes.

A motion made by Ms. Taggart seconded by Mr. Wasson and carried unanimously to approve the bills; motion carries 4-0-0.

Water and Sewer Clerk:

- Inverse Paradox – Ms. Slater met with Neil from Inverse Paradox regarding the on-line payment process this past Thursday. Ms. Slater explained that this is one of three meetings they will have together. At this meeting Ms. Slater provided Neil with the Authorities banking information and set up an account. There will be another meeting to train Ms. Slater on how the system works and a meeting to test the system to make sure it all works properly. Neil said the whole system should be up and running by the March mailing.

- Bills – Late notices for the Authority were sent out on 2/15/19.

Water Meter Reader:

- Meter Replacement – Ms. Wheeler has no updates on water meter replacements.
- Problem Meter – Mr. Ludwig received a call last week from the resident on Webster. They told Mr. Ludwig their water meter was making noise. Mr. Ludwig contacted BCWSA to have them look at it, but they claimed it was not a meter they service. Ms. Wheeler explained that Webster has an old meter and BCWSA would not be responsible to service that meter. The Webster residence is on the list to receive a replacement meter. Next time someone should call with a meter issue Ms. Wheeler recommended Mr. Ludwig pass the call onto her to take care of.

Licensed Water Operator: no report

Water Shut Off Policy:

- Labels – Ms. Slater explained to Ms. Omietanski that Ms. McKairnes can print off labels for the homeowners through munibilling for the water shut off policy mailing.
- Water Shut Off Letter – Mr. Ludwig distributed the water shut off letter that will be attached to the water shut off policy that will be mailed out to all residents. Ms. Slater suggested making it clearer that sewer only customers will have their water shut off if the sewer bills are not paid. Mr. Ludwig will also add information regarding the online payment process. Ms. Slater explained that she believes Inverse Paradox will be adding an icon on the main page of the Borough website that customers will click on which will connect them directly with Stripe. Ms. Slater told the Authority that the next bills will be mailed out on 3/31 and are due back by 4/30. The Authority suggested making the effective date on the letter 6/30. Mr. Wheeler suggested making the effective date the date it was voted on by council, which was 2/4/19. Mr. Ludwig explained that after this letter is mailed out to all customers there will still be several notices sent to customers before water is actually shut off. Mr. Ludwig is still waiting for sample shut off notice letters from John Butler of BCWSA. Mr. Ludwig also confirmed that BCWSA will be posting the shut off notices on the homes and taking care of the actual shut offs. Mr. Ludwig will ask Mr. DeBias if the shut off notice letters needs to be sent certified mail. Ms. Omietanski confirmed that she will wait to receive an email from Mr. Ludwig with the final copies of the letter and policy. She will make 350 copies of each document at Staples. The letter will go on the Borough letterhead, which she has already ordered and the policy will go on plain paper. Ms. Omietanski also offered to stuff the letters. Ms. Wheeler offered to send out the shut off notices. Ms. Taggart asked if the renters should be notified up front. Mr. Wheeler suggested notifying the owners first and give them the opportunity to respond. If they do not respond then the Authority may want to notify the renters at that point. Mr. Ludwig will make the edits to the water shut off letter and distribute it to the Authority members as well as Mayor Mahon, Mr. Wheeler and Mr. DeBias for one last review before going to print.

Old Business:

- Tour – The water treatment tour will be held on 3/20/2019 at 1pm at Forrest Park 144 Park Ave. Chalfont PA. Mayor Mahon offered to be a driver. Mr. Ludwig will announce the tour to council at their next meeting.

The meeting was adjourned at 8:04 pm; motion made by Mr. Wolfe seconded by Mr. Wasson; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary